



## USCL Board of Trustees Meeting Minutes

March 22, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Board Members:** Jeff Benoit – Present, Jane Cloos – Present, Tom Cody – Present, Janet Cortright – Absent, Jill Dening – Present, Sharon Ketchum (non-voting) – Present, Donnette Pinkerton – Present, Chrissie Shearer – Present

**Leadership Team:** Jerry Podany - No (Facility Grounds Team), Jeff Benoit – Yes (Admin Team), Nanette Podany - No & Chris McEnhill - No (Hospitality), Sue Winkelstern - No (Design), Jeff English - No (Celebration), Pam Nelson – No (Education), Nancy Cody – No, Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – Yes (Tech Team), Danielle McMahon – No (Ombudsman; Youth & Family)

**Call to Order: 12:00 pm**

**Chrissie Shearer**

**Opening Prayer**

**Rev. Sharon Ketchum**

**Vision & Mission Statements**

**Chrissie Shearer**

***Mission:*** To be a spiritual community embracing positive transformation through prayer, education, and living the principles of Unity and Love.

***Vision:*** A joyful, supportive world, centered in love, where spiritual transformation flourishes.

**Introductions (Check-ins)**

**Approval of the Agenda**

**Motion by Chrissie Shearer to approve the agenda as amended.**

**Second by Tom Cody**

**Yes Votes: Donnette, Jane, Jeff, Jill**

**Approval of Minutes Dated February 22, 2026**

**Motion by Donnette Pinkerton to approve the minutes as written.**

**Second by Jane Cloos**

**Yes Votes: Chrissie, Jeff, Jill, Tom**

### Election of USCL Board of Trustees Officers

**Motion by Jeff Benoitt for Tom Cody to be elected Vice President. The other officers will continue to be President – Chrissie Shearer, Treasurer – Jane Cloos, and Secretary – Jill Dening.**

**Second by Jill Dening**

**Yes Votes: Chrissie, Donnette, Jane, Tom**

### Consent Agenda

I.	Outreach Social Team	Report; <b>Action</b>	Lisa Haston & Nancy Cody
II.	Education Team	Report; No Action	Pam Nelson
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	No Report	Nan Podany & Chris McEnhill
V.	Administration Team	Report; No Action	Jeff Benoitt
VI.	Facility Grounds Team	Report; <b>Action</b>	Jerry Podany
VII.	Design Team	No Report	Sue Winkelstern
VIII.	Youth & Family Team	No Report	Danielle McMahon
IX.	Nominating Team	WORK COMPLETE	Reported in January Meeting
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	Report; <b>Action</b>	Greg Dening
XII.	Prayer Team	No Report; No Action	LuAnne Champion

### New Business

- Murder Mystery Dinner** – The Social team requests information from the Event Rental team on the Murder Mystery Dinner. Jill and Jeff explained that the event contracted on April 25, 2026, at USCL is called “Murder on the Titanic.” Dinner will not be served, but there will be a cash bar. Jeff noted that Without a Cue is collaborating with Sleepwalker Spirits and Ale to provide the beer/wine for the event. Jill will send an email to Nancy and Lisa with the requested information.
- South Hall Window** – The Facility Team requests up to \$600 to replace an additional window in the South Hall.

**Motion by Tom Cody to approve \$600 to replace an additional window in South Hall.**

**Second by Chrissie Shearer**

**Yes Votes: Donnette, Jane, Jeff, Jill**

- Livestream PC** – Tech Team facilitator, Greg Dening attended the board meeting to discuss a new PC for livestream. Greg stated that after speaking with Michael, the entire PC does not need to be replaced, only the graphics card. Request to approve expenditure.

**Motion by Donnette Pinkerton to approve up to \$650 to replace the graphics card in the AV/livestream computer.**

**Second by Tom Cody**

**Yes Votes: Chrissie, Jane, Jeff, Jill**

4. **Livestream Static** – Greg reported that Michael is having ongoing issues with radio static on our livestream. It is suspected that root cause for this static is the wiring in the attic which is currently acting as an antenna. Possible solution is to replace/change the length of the wiring. Rev. Sharon will consult with Steve, and this will be added to the Old Business list for tracking.

## **Board Only Items**

### **Minister's Report**

**Rev. Sharon Ketchum**

1. Record 02/24/26 E-Vote approval to accept forty-eight membership renewals (list provided)
2. Record 03/17/26 E-Vote approval to purchase a new laptop for Rev. Sharon up to \$1,000.
3. Informational – USCL registered with the newly founded Partners Circle under the Unity Headquarters merger.
4. **Action Item** – Request approval of fifteen additional membership renewals for: Sheryl Byrum, Tricoci Chaney, Janet Cortright, Patsy Lovely, Jane Matos, Danielle McMahon, Casey Miller, David Otis, Deborah Otis, CJ Pratt, DeShaun Snead-Pratt, Lisa Schmidt, Gail Stevens, James Whitaker, & Winalee Zeeb.

**Motion by Chrissie Shearer to approve the fifteen additional membership renewals.**

**Second by Donnette Pinkerton**

**Yes Votes: Jane, Jeff, Jill, Tom**

5. **Action Item** - Rev. Sharon stated that she has spoken with Janet Cortright for an update on her health challenges that are preventing her from participating in monthly USCL board meetings (in person or via Zoom) and Janet has offered to resign from the board of trustees. After board discussion, decision reached to accept resignation. Chrissie will draft a formal letter and Rev. Sharon will make a call to Janet to inform her of the board's decision.

**Motion by Jeff Benoitt to accept Janet Cortright's resignation from the USCL Board of Trustees effective immediately.**

**Second by Jane Cloos**

**Yes Votes: Chrissie, Donnette, Jill, Tom.**

### **Treasurer's Report**

**Jane Cloos**

1. February 2026 NOI was in a deficit of (\$3,318) due to increased expenses; YTD NOI is (\$216) which is \$2,350 less than 2025 and \$2,207 less than budget.
2. Operational Reserves balance is \$87,838 – there were no expenditures in February.

3. Jane obtained the final signatures on the paperwork to add Tom as a signer on the checking account.
4. Blessed the tithes to this month's recipients – Urbandale, Unity Headquarters, Great Lakes Region, & the Spiritual Enrichment Fund (SEF).

### **Old Business – Outstanding/Unresolved Issues**

1. Repair ceiling drywall in kitchen. IN PROCESS
2. Repair backsplash behind sinks.
3. Wash, patch holes, and paint the kitchen walls and ceiling.
4. Professionally clean the kitchen tile floor.
5. Repair missing tiles at kitchen door. DONE
6. Kitchen door still needs some kind of adjustment to make door latch better.
7. Paint kitchen & great hall. We need to get Quotes.
8. Extreme Weather – Status on salting options for parking lot. Rev. Sharon & Jerry researching and will report back with information.
9. Stage lights are working but the two different types of lights cannot be controlled independently of each other. To optimize this will require rewiring and reconfiguring the light control board.
10. Camera #3 transmitting orange instead of red and needs repair. – Bill Bartell needs to be contacted.
11. Livestream radio static ongoing problem. Suspect issue is due to wiring in attic which has become an FM radio antenna. Fixes could include modifying length of current wires if slack is present or doing a full rewiring. (this could be a reason for the speaker cracking during services)

### **Other Business**

- Fire Safety Vendor – Jerry will be contacting Boynton Fire Safety Services for a quote after the recent communication issues with DeLau Fire Services with our subbasement drain flush.
- Fireplace Leak – Jerry is working with the roofer to review the fireplace leak.
- Church Insurance – Rev. Sharon was provided with another church insurance company to possibly switch our coverage.

### **Announcements**

- ***Bi-Annual USCL Board of Trustees & Leadership Council – April 26, 2026***
- ***USCL Board of Trustees Meeting – May 31, 2026***

**Meeting Adjourned at 1:40 pm**

**Respectfully submitted by Jill Dening, Secretary**

